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**From:** Foley, Anne [mailto:Anne.Foley@ct.gov]

**Sent:** Monday, September 08, 2008 3:03 PM

**To:** Andy Salner; Anne Foley; Barbara Carpenter; Diane Becker; Douglas Fishman; Ellen Dornelas; Ken Ferrucci; Larry Deutsch; Nancy Bafundo; Nikki Plamieri; Norma Gyle; Pat Checko; Peter Rockholz; Resha, Cheryl-Ann; Richard Barlow; Robert Zavoski; Trotman, Pamela

**Cc:** Ardell Wilson; Barbara Walsh (DPH); Beckham, Jeffrey; Chelsea Turner; Cristina Hungerford; Dan Colter (OPM); Dianne Harnad; Doreen DelBianco; Greg Sullivan; Joan Soulsby; Joseph Mendyka; Josh Rising; Judy Dowd; Karen Buckley-Bates; Kathryn Shuttleworth; Ken Przybysz; larry wilson; Lisa Davis; Michael Cicchetti; Nancy Berger; Pam Trotman; Paul Potamianos; Renee Coleman-Mitchell; Secretary of the State

**Subject:** Tobacco Board Meeting on Friday

**As a reminder, the next meeting of the Tobacco and Health Trust Fund Board will be this Friday, September 12 from 10:00 a.m. to 12:00 noon in Room 410 at the State Capitol.**

Please respond as soon as possible to let me know if you will be attending the meeting or if you cannot make it. The tentative agenda for the meeting is:

1. Welcome and Introductions
2. Approval of Minutes for July and August Meetings (see attachment)
3. Develop Specific Parameters for Each Disbursement Recommendation
  - a. QuitLine -- \$2 million (e.g. options such as populations eligible to receive NRT, contract period, other requirements, etc.)
  - b. Countermarketing -- \$2 million (e.g. identify media, target population, etc.)
  - c. Community-Based Cessation
    - i. \$1.2 million for tobacco cessation for individuals with serious mental illness (specifics already discussed)
    - ii. \$412,456 for community-based cessation (e.g. identify target population, provider, geographic area, etc.)
  - d. School-Based Prevention -- \$500,000 (specifics already discussed)
  - e. Lung Cancer Data and Biospecimen Repository -- \$250,000 (e.g. DPH or UCHC as administrator, etc.)
  - f. Evaluation -- \$500,000 (e.g. identify any disbursements that do not need evaluation)
4. Discuss Next Steps and Timeline to Submit Disbursement Recommendations

**Revised Meeting Minutes**  
**Tobacco and Health Trust Fund Board Retreat**

Tuesday, July 22, 2008  
9:00 a.m. – 12:00 noon

Room 410  
State Capitol  
Hartford, Connecticut

Members Present: Anne Foley (Chair), Ken Ferrucci, Norma Gyle, Cheryl Resha, Douglas Fishman, Nikki Palmieri, Ellen Dornelas, Diane Becker, Pat Checko, Andrew Salner, and Peter Rockholz.

Members Absent: Nancy Bafundo, Robert Zavoski, Jane Tedder, Richard Barlow, Larry Deutsch, and Barbara Carpenter.

Others present: Pam Trotman (OPM), Joan Soulsby (OFA), Josh Rising (Senate Democrats) Joe Mendyck (DPH), Bonnie Smith (RACs) and Mario **Garcia** (DPH)

Item	Discussion/Action
Welcome and Introductions	The meeting was convened at <del>10</del> <u>9</u> :10 a.m. The Chair reviewed the list of board members whose terms have expired: Jane Tedder, Pat Checko, Andrew Salner, Richard Barlow, and Larry Deutsch. Letters have been sent regarding these appointments to the Senate Minority Leader, the Speaker of the House, and the House Majority Leader.
Approval of Draft May Meeting Minutes	The draft May meeting minutes were reviewed. Andy Salner made a motion to approve the minutes and the motion was seconded by Pat Checko. The motion was approved on a voice vote.
Update on Previous Disbursement	A chart listing the board's previous disbursements of \$2,287,100 was reviewed. Mario gave an update on the board's FY08 funding to community health centers. The RFP was released on May 15 and recommendations

	<p>have been made to the DPH Commissioner for contracts to be awarded. A total of \$700,000 is available to fund treatment programs and an additional \$100,000 for the evaluation of these programs. Diane Becker, Pat Checko, <del>Ellen Dornelas</del> and Robert Zavoski served on the evaluation committee to select contractors.</p>
Amount Available for FY09 Disbursement	<p>The chair updated the members on Public Act 08-145 which allows the board to recommend authorization of disbursements of one-half of the annual deposit into the Trust Fund, up to six million dollars, in addition to the net earnings of the trust fund from the previous fiscal year. Using the most recent estimate available to the board of FY08 earnings, a total of approximately \$6,825,000 is available for disbursement in FY09. The Chair will seek confirmation from the Treasurer's office prior to the next board meeting.</p> <p>The chair noted that no changes were made in statutory transfers out of the trust fund during the 2008 legislative session.</p> <p>Board members discussed the importance of developing recommendations for disbursement with minimal delay this year, given the projected state budget deficit for FY09.</p>
Review Board Mandates and Guidelines for Disbursement	<p>The chair reviewed the board's statutory mandates, the board's guiding principles for funding decisions, previously adopted options for disbursement of trust funds, and the December 2006 ethics opinion. <b><u>The board agreed to focus FY09 disbursement recommendations on tobacco-related activities.</u></b></p>
Review Requested Informational Materials	<p>The board reviewed the information gathered in response to requests at the May board meeting. Information included: tobacco cessation for individuals with serious mental</p>

	and or substance abuse disorders, the CDC/SDE cooperative agreement on tobacco use prevention, information on QuitLine, information on media campaigns and cessation programs, and information from Massachusetts and New York.
Discuss Disbursement Options for FY09	<p><del>The discussion began</del> <b><u>Beginning</u></b> with a recommendation from the Connecticut Cancer Partnership through Andy Salner, <b><u>the Board discussed various disbursement options for FY09 which were raised by several board members. Options included QuitLine, Countermarketing, Community-Based Cessation, Health Promotion, Lung Cancer Pilot, School-Based Prevention, and Evaluation.</u></b> <del>Board members made additions, deletions, and changes to the proposal. All options were discussed and assessed; some were accepted, some modified, and others rejected.</del> The result was the following tentative proposal which will be the basis of further discussion at the next board meeting on August 13:</p> <p>QuitLine -- \$2 million  Countermarketing -- \$2 million  Community Based Cessation -- \$1.5 million  School Based Prevention -- \$500,000  Evaluation -- \$682,500</p> <p><b><u>The Board discussed the process for disbursement of funds through competitive bidding or sole-source contracting. The chair noted that sole-source contracting must be reviewed and approved by OPM.</u></b></p>
Remaining 2008 Meetings	The next meeting will be held on Wednesday, August 13 from 10 a.m. to 12 noon in Room 410 at the State Capitol. The remaining meeting dates are: September 12, October 17, November 21 and December 12.

**D R A F T** Tobacco and Health Trust Fund Board Meeting  
Wednesday, August 13, 2008  
10:00 a.m. – 12:00 noon

Room 410  
State Capitol  
Hartford, Connecticut

Members Present: Anne Foley (Chair), Nancy Bafundo, Cheryl Resha, Douglas Fishman, Nikki Palmieri, Ellen Dornelas, Diane Becker, Pat Checko, Andrew Salner, and Peter Rockholz.

Members Absent: Robert Zavoski, Jane Tedder, Richard Barlow, Larry Deutsch, Norma Gyle, and Barbara Carpenter.

Others present: Pam Trotman (OPM), Joan Soulsby (OFA), Brianna Tobin (DPH intern), Joe Mendyck (DPH), Bonnie Smith (RACs) Dianne Harnad (DMHAS) Barbara Walsh (DPH), Mario Garcia (DPH), Rene Mitchell-Coleman (DPH) and Jerold Mande (Yale Cancer Center).

Item	Discussion/Action
Welcome and Introductions	The meeting was convened at 10:10 a.m. The Chair asked members and other participants to introduce themselves to the group.
Approval of Draft July Meeting Summary	The draft July meeting minutes were reviewed. Acceptance of minutes was moved by Cheryl Resha and seconded by Patricia Checko. Minutes were approved on a voice vote with the following changes: 1. Delete Ellen Dornelas as a member of the evaluation selection committee; 2. Add the board's decision to focus on tobacco-related activities for FY09 funding; 3. Add all disbursement options discussed (including those rejected) and clarify the description of the process by which the board discussed disbursement options; and 4. Add the discussion of competitive bidding and sole source contracting.

<p>Update on FY08 Disbursement to Community Health Centers</p>	<p>DPH awarded contracts to six community health centers for cessation services for the period of 9/08 through 3/10. They are to:</p> <ul style="list-style-type: none"> <li>• Fair Haven Community Health Clinic for service in New Haven (\$117,967);</li> <li>• Community Health Center for service in Middletown, New Britain, Danbury, Enfield, New London and Meriden (\$117,967);</li> <li>• Stay Well Health Care for service in Greater Waterbury (\$110,162);</li> <li>• Hill Health Corporation for service in Greater New Haven (\$117,967);</li> <li>• Generation Family Health Center for service in Greater Willimantic (\$117,967); and</li> <li>• Optimus Health Care for service in Stratford, Bridgeport, and Stamford (\$117,967).</li> </ul> <p>The Consultation Center in New Haven was awarded \$100,000 to evaluate the programs.</p>
<p>Discuss Disbursement Options for up to \$6,862,456 in FY09:</p> <p>a) Review tentative proposal for FY09 Disbursement;</p> <p>b) Discuss Additional Options, Modifications and Potential Parameters; and</p> <p>c) Discuss process for disbursement</p>	<p>The Board reviewed a tentative proposal for FY09 disbursement in the amount of \$6,862,456 from the July meeting.</p> <p>The board reviewed and discussed additional information regarding: tobacco cessation for individuals with serious mental illness, a school-based tobacco use prevention proposal, and information on QuitLine.</p> <p>The Board discussed a request submitted in a letter dated August 11 from Senators Handley and Harp to allocate \$500,000 for a state lung cancer data and biospecimen repository. Board members raised concerns about the tone of the request, including a statement that “failure to include our request could likely delay final action” on the board’s disbursement recommendations. Board members noted that this proposal was previously discussed at the</p>

	<p>July board meeting as part of the Connecticut Partnership proposal. A lengthy discussion ensued, which included consideration of additional information offered by Jerold Mande.</p> <p>Following a discussion of the funding options, the Board developed the following proposal for FY09 funding disbursement:</p> <ul style="list-style-type: none"> <li>• QuitLine - \$2 million</li> <li>• Countermarketing - \$2 million</li> <li>• Community Based Cessation - \$1,612,456 (\$1.2 million for tobacco cessation for individuals with serious mental illness and \$412,456 for community-based cessation programs)</li> <li>• School-Based Prevention - \$500,000</li> <li>• Lung Cancer Data and Biospecimen Repository - \$250,000</li> <li>• Evaluation - \$500,000</li> </ul>
Approve Recommendations for FY09 Disbursement	Andrew Salner moved to approve the proposal for FY09 funding disbursement and the motion was seconded by Peter Rockholz. The motion passed with one opposed: Diane Becker, who voiced objection to the \$1.2 million funding proposal for tobacco cessation for individuals with serious mental illness.
Adjournment	The meeting was adjourned at 12:30 p.m.
Next Meeting	The next meeting will be held on Friday, September 12 at 10:00 a.m. in Room 410 at the State Capitol.